

**CONSENT AGENDA**  
**July 11, 2016**

**A. SCHEDULE PUBLIC HEARING**

**1. SUBJECT: ORDINANCE AMENDING CHAPTER 3,  
ENTITLED ANIMALS**

**R-FY-17-  
A RESOLUTION SCHEDULING A PUBLIC HEARING  
TO HEAR CITIZEN COMMENTS ON AN ORDINANCE AMENDING  
CHAPTER 3, ENTITLED ANIMALS,  
OF THE CODE OF THE COUNTY OF MONTGOMERY VIRGINIA, BY  
AMENDING SECTIONS 3-1, 3-3, 3-7, 3-26, 3-27, 3-28, 3-28.1, 3-28.2, 3-28.3, 3-28.4, 3-28.5,  
3-28.7, 3-30, 3-32, 3-33, 3-34 AND 3-41 RESPECTIVELY  
TO COMPLY WITH STATE ENABLING LAW CHANGES**

BE IT RESOLVED, By the Board of Supervisors of the County of Montgomery, Virginia, that the Board of Supervisors hereby schedules a public hearing for Monday, August 8, 2016, at 7:15 p.m. or as soon thereafter, in the Board Room at the Government Center located at 755 Roanoke Street, Christiansburg, Virginia, in order to receive citizen comments on the following:

AN ORDINANCE AMENDING CHAPTER 3, ENTITLED ANIMALS,  
OF THE CODE OF THE COUNTY OF MONTGOMERY VIRGINIA,  
BY AMENDING SECTIONS 3-1, 3-3, 3-7, 3-26, 3-27, 3-28, 3-28.1, 3-  
28.2, 3-28.3, 3-28.4, 3-28.5, 3-28.7, 3-30, 3-32, 3-33, 3-34 AND 3-41  
RESPECTIVELY TO COMPLY WITH STATE ENABLING LAW  
CHANGES

ISSUES/PURPOSE: Schedule a public hearing.

JUSTIFICATION: Proposed Ordinance to amend Chapter 3, Entitled Animals, of the Code of Montgomery County, Virginia to comply with State enabling law changes. Most of these changes related to minor wording. Some procedural changes are included. See TAB E for a copy of the proposed ordinance.

**B. APPROPRIATIONS AND TRANSFERS**

**1. SUBJECT: LINE OF DUTY RESERVE**

**A-FY-17-  
LINE OF DUTY RESERVE**

WHEREAS, The state previously covered the cost of line of duty benefits;  
and

WHEREAS, The state decided it would now be the responsibility of the  
locality to pay for these expenses starting in fiscal year 2012; and

WHEREAS, The Board of Supervisors established a Line of Duty Reserve  
in FY 12; and

WHEREAS, \$33,962 in additional dollars can be added to the reserve  
from the FY 16 line of duty balances.

NOW THEREFORE BE IT RESOLVED, By the Board of Supervisors of  
Montgomery County, Virginia that the Line of Duty Reserve be increased by  
\$33,962 to pay for future line of duty program costs for a total balance of  
\$165,216.

ISSUE/PURPOSE: Line of Duty Reserve.

JUSTIFICATION: This resolution adds Line of Duty monies remaining  
at year-end of \$33,962 to the Line of Duty Reserve  
for a total of \$165,216.

**2. SUBJECT: TECHNOLOGY RESERVE**

**A-FY-17-  
TECHNOLOGY RESERVE**

WHEREAS, The Board of Supervisors approved the establishment of a  
Technology Reserve on October 11, 2005; and

WHEREAS, \$166,944 in additional dollars can be added to the reserve  
from the FY 16 Information Technology savings; and

WHEREAS, The actual cost and timeframe for implementation of some  
technology projects has not yet been established.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the Technology Reserve be increased from \$272,144 to \$439,088 to cover the future costs of technology projects.

ISSUE/PURPOSE: Technology Reserve.

JUSTIFICATION: Based on the Board's policy established in October 2015, this resolution adds the savings from the Information Technology Department to the Technology Reserve for future technology projects.

**3. SUBJECT: COMPENSATION BOARD RECONCILIATION**

**A-FY-17-  
COMPENSATION BOARD RECONCILIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

200	Commonwealth Attorney	\$4,347
310	Sheriff Compensation Board	<u>\$55,597</u>
	Total	\$59,944

The source of the funds for the foregoing appropriation are as follows:

<u>Revenue Account</u>		
423100	Shared Expenses	\$49,193
451500	Undesignated Fund Balance	<u>\$10,751</u>
	Total	\$59,944

Said resolution reconciles the FY 17 County appropriation for constitutional officers to the approved Compensation Board budgets.

ISSUE/PURPOSE: Compensation Board reconciliation.

JUSTIFICATION: At the time the FY 17 budget was developed, the state Compensation Board Budget had not been approved. The approved Compensation Board budgets for FY 17 require revenue adjustments for every office. The Sheriff and the Commonwealth Attorney are the only offices that require expenditure adjustments.

The Sheriff's Office was awarded one new additional position. This is an emergency authorized position (EC7) that was awarded due to a change in our staffing standards.

The Commonwealth Attorney's Office received a pay increase for one attorney that is currently below the minimum salary authorized by the Compensation Board. This action requires a pay adjustment for that position. Below is a summary of the revenue and expenditure adjustments required for FY 17:

	<b>FY 17 Approved County Budget</b>	<b>FY 17 Approved Comp Board Budget</b>	
<b>Expenditure Adjustments</b>			<b>Difference</b>
Sheriff - One Additional Correctional Position	\$ -	\$ 55,597	\$ 55,597
Comm Atty - Pay Increase for One Attorney	\$ -	\$ 4,347	\$ 4,347
<b>Total</b>		<b>\$ 59,944</b>	<b>\$ 59,944</b>

	<b>FY 17 Approved County Budget</b>	<b>FY 17 Approved Comp Board Budget</b>	
<b>Revenue Adjustments</b>			<b>Difference</b>
Sheriff	\$ 3,995,728	\$ 4,005,599	\$ 9,871
Commonwealth Attorney	\$ 674,196	\$ 701,445	\$ 27,249
Clerk of Circuit Court	\$ 399,527	\$ 401,570	\$ 2,043
Treasurer	\$ 186,803	\$ 196,744	\$ 9,941
Commissioner of the Revenue	\$ 200,289	\$ 200,378	\$ 89
Undesignated Fund Balance	\$ -	\$ 10,751	\$ 10,751
<b>Total</b>	<b>\$ 5,456,543</b>	<b>\$ 5,516,487</b>	<b>\$ 59,944</b>

#### **4. SUBJECT: RE-APPROPRIATION OF GRANTS**

##### **A-FY-17- RE-APPROPRIATION OF FY16 GRANT BALANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

111 Training Center	\$450,000
State Homeland Security Grant	44,653
Radio Sustainability	17,282

251	Technology Trust Fund	4,007
321	DMV Alcohol Safety	8,099
	DMV Occupant Protection	3,225
	DMV Speed Control	4,973
	DARE Program	1,781
	Project Lifesaver	6,193
	Byrne Justice	1,852
	Asset Forfeiture Grant	1,847
	Effort	200
	Help Save the Next Girl	250
710	Library Grant	72,261
721	Floyd Library Grant	5,521
800	Safe Routes to Schools	233,040
911	Huckleberry Trail VDOT Grant – Christiansburg	<u>204,035</u>
	Total	\$1,059,219

The sources of funds for the foregoing appropriation are as follows:

<u>Revenue:</u>		
422401	Grant Revenue	\$1,047,096
451501	Designated Fund Balance	<u>12,123</u>
	Total	\$1,059,219

Said resolution re-appropriates available account balances of grants as of June 30, 2016.

ISSUE/PURPOSE: Outstanding grant balances.

JUSTIFICATION: Each year balances remaining in the accounts for federal and state grants are re-appropriated. Grants frequently cover a period of time that varies from the County fiscal year, and the funds provided through grants are often on a project basis, meaning they continue through the life of the project up to the grant award amount. In order to complete projects, cover payments submitted through grant programs, ensure the use of funds for their mandated purpose, and make required refunds, balances are re-appropriated from fiscal year to fiscal year.

**5. SUBJECT: FY16 CARRYOVER OF EARMARKED DOLLARS**

**A-FY-17-  
FY16 CARRYOVER OF EARMARKED DOLLARS**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017 for the function and in the amount as follows:

200	Commonwealth Attorney	\$ 61,623
320	Sheriff – County Range	\$ 73,487
321	Sheriff – Asset Forfeiture	\$ 26,847
330	Fire and Rescue	\$ 62,300
520	RSVP	\$ 16,344
700	Parks and Recreation	\$ 6,493
710	Library	\$ 46,834
720	Floyd Library	\$ 41,194
800	Planning and GIS	\$ 3,809
Total		\$338,931

The source of the funds for the foregoing appropriation is as follows:

Revenue Account

451501 Designated Fund Balance	\$338,931
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Said resolution re-appropriates FY 16 designated funds for donations, fundraising, scholarships, federal forfeited assets, and other funds designated for specific purposes that were not expended before year-end.

ISSUE/PURPOSE: Carryover of earmarked dollars.

JUSTIFICATION: This resolution re-appropriates FY 16 designated funds for donations, fundraising, scholarships, federal forfeited assets, and other funds designated for specific purposes that were not expended before year-end. Each year, the Board re-appropriates designated funds that are earmarked for a specific purpose, but are not expended by year-end. This resolution appropriates these funds from the prior fiscal year.

**6. SUBJECT: RE-APPROPRIATION OF COUNTY ENCUMBRANCES**

**A-FY-17-  
RE-APPROPRIATION OF COUNTY ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

110	County Administration	\$25,937
111	Emergency Services Grants	\$3,000
140	Information Technology	\$70,402
152	Assessment	\$2,500
180	Internal Services	\$29,544
250	Circuit Court Clerk	\$3,321
320	Sheriff – County	\$47,851
330	Fire and Rescue	\$4,325
400	General Services	\$53,743
420	Engineering and Regulatory Compliance	\$134,633
540	Social Services	\$23,035
700	Parks and Recreation	\$5,780
710	Library	\$94,539
711	Library Grants	\$2,678
720	Floyd Library	\$26,206
800	Planning and GIS	\$15,127
801	Planning Grants	\$144,313
930	Revenue Sharing Projects	<u>\$458,298</u>
	Total	\$1,145,232

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205	Designated General Fund Balance	\$1,145,232
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Said resolution re-appropriates monies supporting the balances of outstanding purchase orders as of June 30, 2016.

ISSUE/PURPOSE: Outstanding General Fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2016. See TAB F.

**7. SUBJECT: RE-APPROPRIATION OF COUNTY  
CAPITAL PROJECTS ENCUMBRANCES**

**A-FY-17-  
RE-APPROPRIATION OF  
COUNTY CAPITAL PROJECTS ENCUMBRANCES**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the County Capital Projects was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

110	Government Center	\$26,500
320	Public Safety Building	\$357,128
400	Animal Care and Adoption Center	\$2,828,665
660	Shawsville Elementary Demolition	\$5,000
700	Parks and Recreation	<u>\$2,093</u>
	Total	\$3,219,386

The source of funds for the foregoing appropriation is as follows:

Revenue Account

451205 Designated County Capital Projects Fund Balance \$3,219,386

Said resolution re-appropriates monies supporting purchase orders that are open in the County Capital Projects fund as of June 30, 2016.

ISSUE/PURPOSE: Re-appropriation of outstanding capital fund purchase orders.

JUSTIFICATION: Each year, the balances of outstanding purchase orders are re-appropriated into the next fiscal year. In May, departments were sent a memorandum indicating that they should advise the Financial and Management Services Department of the status of outstanding purchase orders. Balances have been confirmed through the final posting of invoices paid through June 30, 2016.



**A-FY-17-  
RE-APPROPRIATION OF  
COUNTY CAPITAL PROJECTS FUND  
FY 16 BALANCES**

110	Government Center	\$556,636
	Courthouse Renovation	\$96,961
142	Transfer to General Fund Technology Reserve	\$2,975
320	Public Safety Building	\$34,356
330	Fire and Rescue Reserve	\$33,679
400	Animal Care and Adoption Center	\$150,825
	Consolidated Sites	\$122,499
	Riner Fire Station and Recreation Site	\$421,585
700	Park Revitalization	\$70,141
800	GIS	\$11,253
	Topo Maps	\$3,278
810	School Surplus Properties	\$2,632
900	Future Projects	<u>\$2,035,000</u>
	Total	\$3,541,820

Project managers were asked to report on the status of these projects and justify the re-appropriation of funds. The results are reported in a status report included as TAB G.

**9. SUBJECT: SCHOOL OPERATING FUND – YEAREND ENCUMBRANCE CARRYOVER**

**A-FY-17-  
SCHOOL OPERATING FUND  
YEAR-END ENCUMBRANCE CARRYOVER**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund is granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

570090	Transfer to School Operating Fund	\$2,133,141
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The source of funds for the foregoing appropriation is as follows:

451500	Undesignated Fund Balance	\$2,133,141
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BE IT FURTHER RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the School Operating Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017, for the function and in the amount as follows:

<u>School Operating</u>	
Instruction	\$ 312,652
Admin, Attend, & Health	\$ 9,624
Transportation	\$ 105,716
Operation and Maintenance	<u>\$1,705,149</u>
Total	\$2,133,141

The sources of funds for the foregoing appropriation is as follows:

<u>Revenue Account:</u>	
451020	Transfer from General Fund \$2,133,141

Said resolution re-appropriates monies supporting outstanding purchase order balances for the schools.

ISSUE/PURPOSE: Carryover outstanding School Operating fund purchase orders

JUSTIFICATION: Each year, balances of outstanding purchase orders are re-appropriated into the new fiscal year. See TAB H.

**10. SUBJECT: FLOYD COUNTY LIBRARY FY 17 BUDGET APPROPRIATION**

**A-FY-17-  
FLOYD COUNTY LIBRARY  
FY 17 BUDGET APPROPRIATION**

BE IT RESOLVED, By the Board of Supervisors of Montgomery County, Virginia that the General Fund was granted an appropriation in addition to the annual appropriation for the fiscal year ending June 30, 2017 for the function and in the amount as follows:

720	Floyd Library	\$67,699
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The sources of funds for the foregoing appropriation are as follows:

<u>Revenue Account</u>	
415211 Sale of Copies	\$ 6,000
416156 Floyd County Reimbursement	\$ 8,177
416157 Town of Floyd Contribution	\$ 5,000
416151 Fines and Fees	\$12,000
424409 State Library Grant	<u>\$36,522</u>
Total	\$67,699

Said resolution appropriates operating funds for the Floyd Library for FY 17.

ISSUE/PURPOSE: Floyd Library budget appropriation.

JUSTIFICATION: The Floyd Library budget is appropriated separately from the County Library budget and only includes monies for the Floyd branch.

**C. PERFORMANCE CONTRACT**

**1. SUBJECT: NEW RIVER VALLEY COMMUNITY SERVICES FY 17 PERFORMANCE CONTRACT**

**R-FY-17-  
RESOLUTION ACKNOWLEDGING RECEIPT  
OF THE NEW RIVER VALLEY COMMUNITY SERVICES  
FY 2017 PERFORMANCE CONTRACT**

BE IT RESOLVED, The Board of Supervisors of the County of Montgomery, Virginia acknowledges receipt of the New River Valley Community Services Performance Contract for Fiscal Year 2017 between New River Valley Community Services and the State Department of Behavioral Health and Development Services.

BE IT FURTHER RESOLVED, The Montgomery County Board of Supervisors makes no comment regarding the performance contract for the New River Valley Community Services for Fiscal Year 2017.

ISSUE/PURPOSE: Acknowledge receipt of the New River Valley Community Services FY 2017 Performance Contract.

JUSTIFICATION: As in past years, the complexity of the Contract inhibits a full analysis of the commitments the County may be making by endorsing this plan. Whether endorsed by the Board or not, the Commonwealth will implement the contract after September 30, 2016. In the past, we have elected not to formally adopt the plan. A copy of the performance contract and letter from the NRV Community Services Executive Director can be viewed in the County Administration Office.

#### **D. APPOINTMENTS**

**1. SUBJECT: MONTGOMERY- FLOYD REGIONAL LIBRARY BOARD**

**R-FY-17-  
MONTGOMERY-FLOYD REGIONAL  
LIBRARY BOARD-APPOINT ELIZABETH S. JOHNSON**

BE IT RESOLVED, The Board of Supervisors of Montgomery County, Virginia hereby appoints **Elizabeth S. Johnson** to the **Montgomery-Floyd Regional Library Board** effective July 1, 2016 and expiring June 30, 2020.